



Department of Energy
National Nuclear Security Administration
Washington, DC 20585



MEMORANDUM FOR MANAGER, SAVANNAH RIVER SITE OFFICE

FROM:

Thomas P. D'Agostino
Deputy Administrator
for Defense Programs

SUBJECT:

APPROVAL OF SITE OFFICE ACTION PLAN FOR
IMPROVING ACTIVITY LEVEL WORK PLANNING AND
CONTROL PROCESSES

We have reviewed the attached Savannah River Site Office (SRSO) Action Plan, *Revitalizing Integrated Safety Management; Site Office Action Plans for Improving Activity Level Work Planning and Control Processes, Defense Nuclear Facilities Safety Board (DNFSB) Recommendation 2004-1 Commitment 23*, dated February 2, 2006. The action plan is consistent with the direction provided in my January 23, 2006 memorandum, *Revitalizing Integrated Safety Management; Site Office Action Plans for Improving Activity Level Work Planning and Control Processes*, and is hereby approved.

We appreciate the valuable contributions of SRSO and Westinghouse Savannah River Company personnel in the workshops and meetings where the action plan content was developed. We will continue to work with you and the contractor to ensure adequate implementation and documentation of the required actions.

If you have any questions, please contact Rick Kendall, at (301) 903-3102 or by e-mail at Rick.Kendall@nnsa.doe.gov.

Attachment

cc w/attachment:

J. Paul, NA-2

F. Russo, NA-3.6

E. Blackwood, EH-21

D. Compton, DR-1



United States Government

**National Nuclear Security Administration (NNSA)
Savannah River Site Office (SRSO)**

Memorandum

DATE: **February 2, 2006**

REPLY TO

ATTN OF: SV (McAlhany, 208-8230)

SUBJECT: Revitalizing Integrated Safety Management; Site Office Action Plans for Improving Activity Level Work Planning and Control Processes, Defense Nuclear Facilities Safety Board (DNFSB) Recommendation 2004-1 Commitment 23

TO: Thomas P. D'Agostino, Acting Deputy Administrator for Defense Programs (NA-10), HQ

Your memorandum of January 23, 2006, requested sites to develop a site action plan for improving activity level work planning and control processes. Site Offices were directed to utilize the six actions provided in your memo as the basis of their plans. Attached is the SRSO site action plan for DNFSB 2004-1, Commitment 23.



Richard W. Arkin
Manager

SV:BKM:sy

RA-06-0108

Attachment: SRSO Site Action Plan

cc w/attach:

X. Ascanio, NA-12

R. Kendall, NA-124

D'Agostino

-2-

February 2, 2006

bc w/attach

K. McAlhany, SRSO

SV File Copy, File Code: 1300

ECAT 06-0015

bc w/o attach

SV Reading File

NNSA Savannah River Site Office Action Plan for Improving Activity Level Work Planning and Control Processes DNFSB Recommendation 2004-1 Implementation Plan Commitment # 23				
Commitments		Planned Completion Date	Responsible Individual and Point of Contact	
No.	Planned Action		Site Office	Contractor
1	Review existing site work planning and control processes against the "attributes" from Attachment 1, <i>Activity Level Work Planning and Control Processes - Attributes, Best Practices, and Guidance for Effective Incorporation of Integrated Safety Management and Quality Assurance</i> , identify any gaps, and identify corrective actions to eliminate the gaps;	March 31, 2006	Jody Newell	Charlie Bell
2	Review existing site work planning and control processes against the best practices and guidance from Attachment 1, <i>Activity Level Work Planning and Control Processes - Attributes, Best Practices, and Guidance for Effective Incorporation of Integrated Safety Management and Quality Assurance</i> , identify areas for improvement, and take appropriate actions;	March 31, 2006	Jody Newell	Charlie Bell
3a	Institutionalize the Appendix B CRAD (<i>Assessment Criteria and Guidelines for Performing Assessments of the Effectiveness of Incorporation of Integrated Safety Management and Quality Assurance Principles Into Activity Level Work Planning and Control at NNSA Sites</i>) from Attachment 1, <i>Activity Level Work Planning and Control Processes - Attributes, Best Practices, and Guidance for Effective Incorporation of Integrated Safety Management and Quality Assurance</i> , so that activity level work is routinely assessed by the site offices and contractors for all contractor organizations that perform work;	April 30, 2006	Ron Simpson	Louis McCarty
3b	Complete first assessment using the Appendix B CRAD.	April 30, 2006	Jody Newell	Pete Lapierre
3c	Complete second assessment using the Appendix B CRAD.	July 31, 2006	Kevin Hall	Pete Lapierre
3d	Determine remaining assessments to be conducted for the year and develop schedule for performing the assessments.	August 31, 2006	Karey McAlhany	Pete Lapierre
4	Confirm that work planners are adequately trained and qualified to the criteria/expectations defined in Attachment 2, <i>Training and Qualification of Work Planners</i> , or for those work planners who are not qualified, identify dates by which they will be qualified;	March 31, 2006	Jody Newell	Charlie Bell
5	Implement periodic/routine management observation of work activities and interaction with workers in the field/on the floor in accordance with the criteria/expectations defined in Attachment 3, <i>ISM - Management on the Floor Interaction with Workers</i> ;	March 31, 2006	Bruce Wilson	Kirk Morrell
6	Document how the above actions will flowdown to ensure the adequacy of work performed by subcontractors, and how adequate implementation by subcontractors is verified.	March 31, 2006	Jody Newell	Charlie Bell